



J. Thornton

ACT OF INCORPORATION

AND

BY-LAWS

OF THE

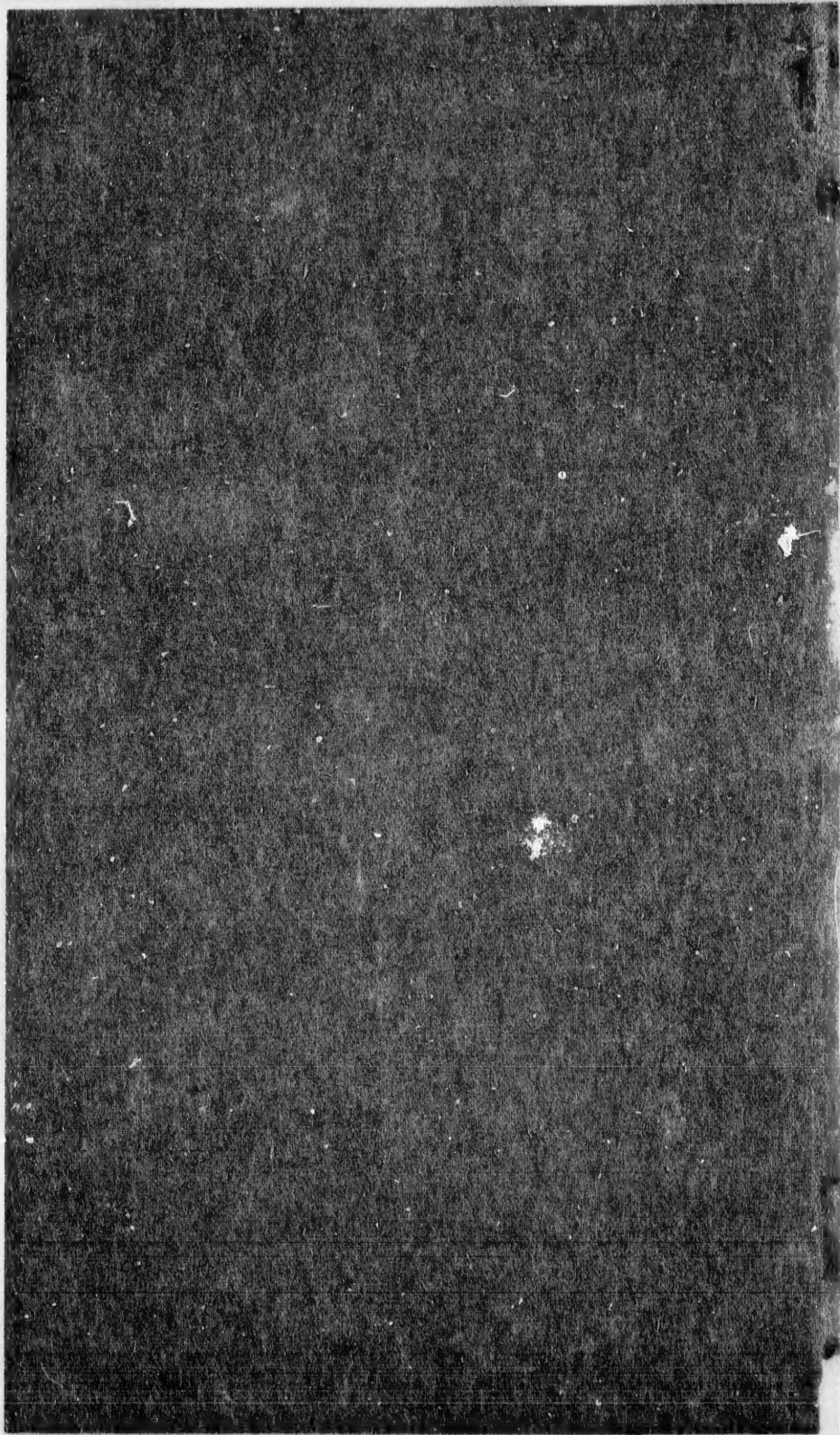
Ottawa Literary & Scientific

SOCIETY.



OTTAWA:
HUNTER, ROSE & COMPANY.
1870.

*Presented to the Archives by O.H. Kloss
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ACT INCORPORATING

THE

Ottawa Literary & Scientific Society.

33 VIC. CAP. 61. ASSENTED TO, 24TH DECEMBER, 1869.

WHEREAS the Ottawa Mechanics' Institute and Preamble.
the Ottawa Natural History Society have, by
their petition, represented that they are two separate
corporations existing in the City of Ottawa for cognate
purposes, to wit: the cultivation of literature and
science, and that the members of the said two societies
have respectively passed resolutions for their amalga-
mation into one body, and they have prayed that an Act
may be passed, enabling them to consummate such
amalgamation; and whereas it is expedient to grant
the prayer of the said petition: Therefore Her Majes-
ty, by and with the advice and consent of the Legis-
lative Assembly of the Province of Ontario, enacts as
follows:—

1. The said Ottawa Mechanics' Institute and Athe-
næum, and Ottawa Natural History Society are here-
by dissolved, and the present members of the said
Ottawa Mechanics' Institute and Athenæum, and of
the Ottawa Natural History Society, and such other
persons as may hereafter become members under this
Act, shall be and they are hereby constituted a body
politic and corporate by the name of "The Ottawa
Literary and Scientific Society," and by that name
shall have perpetual succession and all the powers The Institute,
Athenæum
and Society
dissolved and
reconstituted
as a corpor-
ation. Powers of.

vested in corporations generally by the Interpretation Act, and shall have power to purchase, take, receive, hold and enjoy such real estate as may be required for the actual occupation of the said corporation, and to alienate, sell, convey, lease and otherwise dispose of the same, or any part thereof, from time to time, as occasion may require, and to acquire other in the stead thereof; Provided always that the clear annual value of the real estate held by the said corporation at any one time shall not exceed five thousand dollars.

The property,
etc., of former
corporations
vested in the
present corpor-
ation.

2. The property, claims, demands of and debts due to either of the said two corporations at the time of the passing of this Act shall be and are hereby vested in the corporation hereby constituted, and the said corporation shall be liable for all debts, obligations and liabilities of either of the said corporations.

Officers and
management.

3. The affairs and business of the said corporation shall be managed by a council composed of a president, a first and a second vice-president, a secretary, a treasurer, a librarian, a curator, and three other members, to be elected at the annual meeting of the members, in accordance with the by-laws framed as hereinafter set forth; and any three members of the said council, called together in accordance with the said by-laws, shall form a quorum for the transaction of business.

By-laws, how
enacted.

4. The members of the corporation hereby constituted shall, within one month after the passing of this Act, be called together by the presidents of the two societies hereby amalgamated at the time of the passing of this Act, or in case of the death or absence from the Province of either of them, then by the other of them, and in case of death or absence as aforesaid of both, then by any three members of the corporation hereby constituted, in such manner and with such notice as they or he shall see fit, for the purpose of framing a code of by-laws for the government of the said corporation; and such by-laws as may at such meeting, by a majority of the members then and there present, be agreed upon, shall be the by-laws of the corporation hereby created, subject to alteration, re-

peal and amendment as hereinafter provided; and at such meeting the persons or one of the persons calling the same, or if no such person be present, then such member of the corporation as shall be designated by the majority of the members present shall preside, and may adjourn the meeting to a future day, if necessary, for the completion of the business commenced thereat.

5. It shall be lawful for the said corporation to repeal or amend the said by-laws, or any of them, from time to time, in accordance with the provisions of the by-laws of the corporation in that behalf; Provided that no by-law shall be valid until it shall have been approved at the said first meeting, or at an adjournment thereof, or at a regular meeting of the society, of which due notice shall have been given and at which not less than seven members shall be present.

By-laws, how repealed.

Confirmation of.

6. The present officers of the two societies shall be the council of the corporation hereby constituted until other officers shall be elected, according to the said by-laws.

Present officers continued.

7. The said corporation shall at all times, when required so to do by the Lieutenant-Governor, or by the Legislative Assembly, make a full return of all property, real or personal, held by it, with such details and information as may be by the Lieutenant-Governor or the Legislative Assembly demanded.

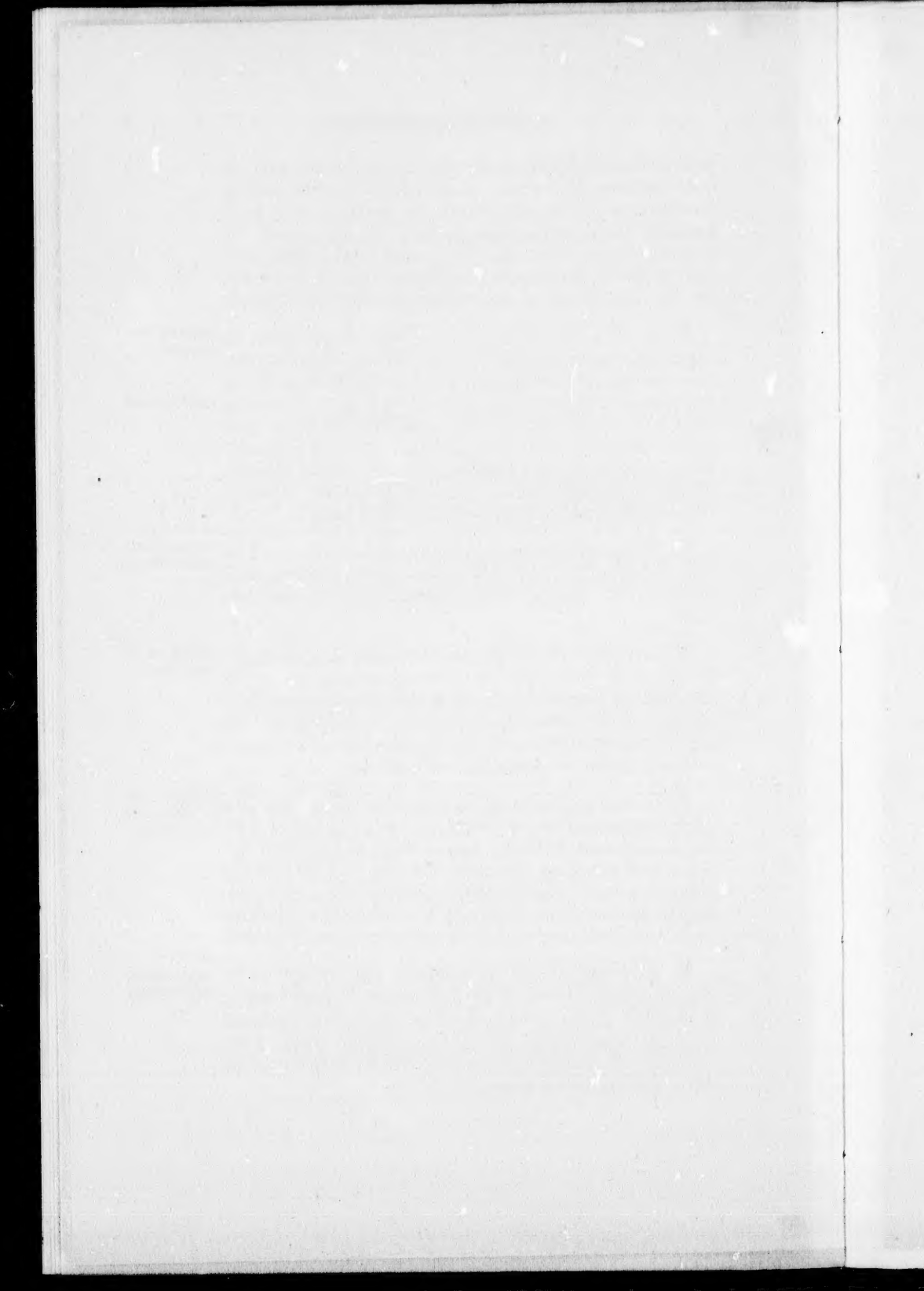
Return of property, etc.

8. In any action to which the corporation may be a party, any member or officer of the corporation shall be a competent witness: and a copy of any such by-laws or by-law as aforesaid bearing the seal of the corporation and the signature of some person purporting to have affixed such seal by authority of the corporation, shall be *prima facie* evidence of such by-law.

Evidence by members, and of by-laws.

9. Any roll or list of members purporting to be signed by any person to the intent that he may become a member of the society, shall be *prima facie* evidence of such membership, and of his having taken upon himself all obligations and liabilities mentioned in any heading to the same.

Evidence of membership.



BY-LAWS

OF THE

OTTAWA

Literary and Scientific Society.

1. The Ottawa Literary and Scientific Society shall be composed of four classes of Members, namely : Ordinary Members, Life Members, Corresponding Members, and Honorary Members.

2. The Ordinary Members shall be the persons who at the date of the Act of Incorporation were Ordinary Members of the Mechanics' Institute and Athenæum, or Associate Members of the Natural History Society, and such others as may from time to time become Members under the By Laws of the Society. Ordinary Members and Life Members shall be known as Associate Members.

3. Ordinary Members shall sign the Roll of the Society and shall then be entitled to all the privileges of Membership.

4. The annual subscription of an Ordinary Member shall be as follows :

1. Merchants, Professional men and employers generally; \$4.

2. Clerks, Apprentices and Employés generally; \$2.

All subscriptions to be due in advance, on the 1st April, and all new Members except those elected on or after the first meeting in January, to pay the subscription for the year in which they are elected.

5. All persons desirous of being admitted as Ordinary Members of the Society, must be proposed at a regular meeting of the Society, such proposal to be in writing and to be subscribed by at least two Members of the Society, and they shall be balloted for at the next succeeding regular meeting.

6. The proportion of affirmative votes requisite for the election of any person, shall be at least three fourths of the ballot.

7. Members paying the sum of fifty dollars in commutation of their annual subscriptions shall be Life Members of the Society, shall be entitled to all the privileges of Membership, and shall be exempt from any further payment. The Members of the Society at any annual or Special meeting called for that purpose, shall have the power to elect to a Life Membership any person who may have rendered important services to the Society, and any Life Member so elected shall be exempt from the payment of any subscription.

8. Corresponding Members or Honorary Members of either of the amalgamated Societies at the date of the Act of Incorporation shall be respectively, Corresponding or Honorary Members of this Society,

9. Corresponding Members shall be persons not resident in Ottawa or its immediate vicinity who may be desirous of becoming such Members and of promoting the objects of the Society.





Honorary Members shall be persons distinguished for attainments in Literature, Science, or Art, or who may have rendered important services to the Society.

Honorary or Corresponding Members shall be proposed by the Council and elected by the Society at any General Meeting of the Society subsequent to that at which they are proposed in like manner as Ordinary Members.

Honorary and Corresponding Members shall have all the privileges of Membership, except the right of voting or of holding Office.

10. A Member absent from Ottawa twelve or more consecutive months shall be exonerated from the payment of his subscriptions during such absence, provided all sums due by him to the Society be paid up previous to such absence,—and he may resume his active Membership on his return.

11. A member may resign on notifying the President of the Society in writing of his intention to do so, and on paying all sums due by him to the Society.

12. If at any time there shall appear cause for the expulsion of any Member, a proposition to that effect signed by at least two Associate Members shall be handed to the Council who shall consider the reasons alleged in such proposition and inquire into the facts and, if they then think fit, shall call a Special General Meeting to consider the matter. The Member whom it is proposed to expel, shall thereupon be notified of the time when such meeting shall be held, which shall not be less than one month after such notice, and at such meeting the Council shall report on the matter, and if two-thirds of the Members present at such Special General Meeting agree that such Member be expelled, the President or Chairman shall declare the same accordingly, and the Secretary shall forthwith communicate such decision to the Member who shall thereupon cease to be such.

13. The Officers of the Society shall be a President, a First and Second Vice-President, a Secretary, a Treasurer, a Librarian, and a Curator.

14. The Officers of the Society together with three other Members shall form the Council of the Society; and such Officers and Members shall be elected by ballot at the Annual General Meeting.

15. No Member of the Society shall be eligible as an Officer or Member of Council or entitled to vote at an election of Officers unless he shall have paid his subscription for the year past, and a list of Members eligible as Officers and Members of Council and qualified to vote at an election of Officers, shall be furnished by the Treasurer to the presiding Officer before the chair is taken at the Annual Meeting and at the time of the meeting shall be placed for the information of Members in some conspicuous part of the room in which the meeting is held.

16. The regular meetings of the Society shall be held on the second and on the last Friday of every month from November to April both inclusive, and the Order of business thereat shall be as follows :

ORDER OF BUSINESS.

1. Chair to be taken at 7.50 P.M. and meeting to be called to Order.
2. Reading minutes of previous meeting ; which, when approved, must be signed by Chairman.
3. Reading Reports of Council.
4. Announcing donations to Museum or Library.
5. Miscellaneous business.
6. Proposal of new Members.
7. Election of new Members.

8. Paper of the evening.

9. Adjournment.

The lecture or paper of the evening shall always be commenced at 8 o'clock ; any business not then completed to be postponed until the lecture or paper and any discussion arising thereupon is finished.

18. The last Regular Meeting in April shall be the Annual General Meeting of the Society, at which, in addition to the ordinary business, the annual Report of the Council shall be read, and two persons to act as Scrutineers having been appointed by the meeting, the election of Officers for the current year shall take place.

The ballot-box shall be open for the reception of votes at 8 o'clock, each ballot shall remain open for ten minutes and the result shall be ascertained and announced by the scrutineers before proceeding to the next.

19. The Council shall meet once a fortnight at least, and may be convened at any time by the President, or, in his absence, by either of the Vice-Presidents or by the Secretary.

20. The President shall call a Special Meeting on requisition of the Council or on requisition in writing signed by any three Members of the Society.

21. The duties of the respective Officers shall be as follows :

1. The President shall preside at all meetings of the Society, and shall enforce the observance of the Constitution and By-laws of the Society at all such meetings. He shall preserve good order and decorum, regulate the debates, and cause the order of proceeding, prescribed by the rules, to be observed. He shall countersign all cheques drawn on the Treasurer by the Secretary. The Presi-

dent or Officer presiding, may vote on all questions, and in the event of an equality of votes, the question before the meeting shall be held to have been decided in the negative.

2. The Vice-Presidents respectively in the order of precedence, shall perform the same duties as the President during his absence.
3. The Secretary shall give due notice of all Meetings, keep minutes of the same, acknowledge the receipt of all donations, and conduct all the correspondence of the Society.
4. The Treasurer shall receive all sums of money due or payable to the Society and shall disburse the same under the direction of the Council.
5. The Librarian, subject to such instructions as he may from time to time receive from the Council, shall have charge of the Library of which he shall keep a Catalogue, and he shall write or insert the name of the Society in every book belonging thereto.
6. The Curator shall, subject to the direction of the Council, have charge of the Museum, and shall keep a record of every article therein.

22. The Secretary, Treasurer, Librarian, and Curator, shall severally report in writing to the Council before the Annual Meeting, the transactions which may have occurred in their respective Departments during the year.

23. The Council of the Society shall make an Annual Report to the Society at the Annual General Meeting.

24. Three Members of the Council shall be a quorum of the Council for the transaction of business.

25. A Committee of three Associate Members, not of the Council, shall annually be appointed by ballot at the last Regular Meeting of the Society in March, to examine and audit the Treasurer's accounts which shall be made out to the 31st March, in each year.

26. Should any Office become vacant before the termination of the period for which the holder of such Office was elected, a person shall be elected to fill the vacancy at the next Regular Meeting of the Society, or, if necessary, a special meeting may be called, and such election shall be held in accordance with the By-Laws governing the election of Officers.

27. Every Officer of the Society on going out of Office, shall within one month thereafter, transfer and deliver over all documents and matters in his charge, to his successor in Office.

GENERAL REGULATIONS.

28. Strangers visiting the City of Ottawa may be admitted to the Reading Room for a fortnight on being introduced by a Member; the names of the person introduced and of the Member introducing him to be entered in a book kept for that purpose.

29. No By-law shall be enacted or amended, except at the Regular Meeting of the Society succeeding the Regular Meeting at which notice of such enactment or amendment shall have been given in writing by an Associate Member of the Society, and such enactment or amendment shall require the affirmative vote of two-thirds of the Members present.

30. All decisions, unless otherwise provided for by the By-laws of the Society, shall be by a majority of the votes of the Associate Members present.

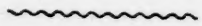
31. When a Member speaks on a question, he shall rise and address the Chair, and no person shall speak twice on any question, except in explanation, or by leave of the Chair.

32. The Council may form classes for the study of any branch of Literature, Science or Art, under such regulations as they may from time to time see fit to make, such classes however to be open to Associate Members of the Society only.

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SPECIAL BY-LAW.



An election of Officers and Members of the Council, shall be held on Tuesday the 18th January, 1870, the first ballot to be opened at 8 o'clock, P. M. The Council so elected shall hold office until the General Meeting in April.

OFFICERS ELECTED UNDER SPECIAL BY-LAW.



<i>President,</i>	- - - -	E. A. MEREDITH, LL.D.
<i>1st Vice President,</i>	- -	JOHN THORBURN, M.A.
<i>2nd Vice President,</i>	-	A. S. WOODBURN, Esq.
<i>Secretary,</i>	- - - -	GEORGE KENNEDY, M.A., LL.B.
<i>Treasurer,</i>	- - - -	JAMES CUNNINGHAM, Esq.
<i>Librarian,</i>	- - - -	DAVID MATHESON, Esq.
<i>Curator,</i>	- - - -	LT. COL. THOMAS WILY.
<i>Members of Council,</i>	- {	C. R. CUNNINGHAM, Esq. WILLIAM PORTER, Esq. JOHN LANGTON, M.A.